

Think
new things
Make
new connections

December 2023

Job Description – Education and Democracies Networks Lead

About Ditchley

Ditchley is a transatlantic organisation that brings people together to think new things and make new connections. We orchestrate frank conversations across divides and create space for strategic thinking. We aim to help sustain peace, freedom, and the rule of law. We work towards the renewal of democratic societies, states, and alliances. Our primary route to impact is through people, engaging the individuals and organisations with direct influence over outcomes. Ditchley's discussions address complex challenges that, as a rule, do not have simple solutions. We ensure rigor by analysing networks, events, outcomes, and ideas.

Role Overview

The main focus of the Education and Democracy Networks Lead role is to maintain and build relationships with key networks of people working in the theme of education and democracy, as well as connecting into climate and technology themes. The aim is to build a dynamic community of individuals and organisations, spanning divides of political opinion, expertise, geography, and generation. This will involve scheduling regular calls and meetings with relevant individuals, designing small-group discussion sessions to convene these people, and creating an annual Summit on the theme of Education and Democracy.

The role will build on the body of work developed by the outgoing Education and Democracy Networks Lead. Ditchley has convened over 30 sessions in the last 2 years across a range of themes, including skills for the future, equity and equality of opportunity within work and education, as well as the impacts of polarisation and misinformation on citizen resilience and cohesion. With over 400 participants having attended 3 or more discussions since 2019, the education and democracy network is extremely engaged and requires a good communicator and convenor to sustain these relationships. The purpose of the education and democracy events have been to increase understanding of the current context of our democracies internally, relating to citizen engagement and resilience in the face of uncertainty by drawing upon global senior leaders in politics, business and education.

The Education and Democracy Networks Lead embodies a commitment to inclusivity, ensuring that the community built is diverse, inclusive, and representative of various viewpoints, expertise, demographics, and geographies. There is an emphasis on amplifying voices that often remain underrepresented, nurturing an ecosystem where all individuals have equitable access to opportunities and resources.

Collaboration lies at the heart of this role. Beyond curating discussions and networks, the Education and Democracy Networks Lead collaborates extensively with diverse teams within Ditchley and in programmatic work. This collaboration ensures the alignment of goals and the integration of education and democracy contacts across various intersecting programmatic

Ditchley Park, Enstone, Chipping Norton, Oxfordshire OX7 4ER

T +44 (0)1608 677346 E info@ditchley.com W ditchley.com

Registered office: Ditchley Park, Enstone, Chipping Norton, Oxfordshire OX7 4ER

Registered No. 599389. Registered in England as a company limited by guarantee. Charity Registration No. 309657

DITCHLEY

sessions and conferences, fostering a holistic approach towards addressing multifaceted societal challenges.

Key Areas of Focus

- Ensuring that citizens have individual and collective agency and are active members of their democracy.
- Promoting equity in education and opportunity.
- Addressing the question of what skills are needed for citizens in the future related to work and living within democracies.

Responsibilities

- Identify and engage new relevant figures in the education and democracy sphere and involve them in the Ditchley programme.
- Conduct calls and meetings with new and existing contacts to establish and foster relationships within this professional community.
- Facilitate and lead small-group discussions to encourage strategic thinking and networking among community members, addressing critical issues relevant to the education and democracy field.
- Conceptualise and oversee an annual Summit on Education and Democracy, gathering network members to explore key cross-sectoral issues.
- Cultivate a comprehensive understanding of global education and democracy themes, particularly within the UK, US, Canada, and Germany, while building and maintaining networks in the Northeast of England.
- Develop professional relationships with individuals across various stages of their careers, encompassing aspirant individuals, current professionals, and eminent figures within education and democracy.
- Collaborate with the broader Ditchley team to achieve wider programme objectives, integrating education and democracy contacts into other sessions and conferences.
- Assist in managing the internship programme, ensuring smooth operations.

Required Attributes

- A good team player and listener who is interested in others' stories and life paths.
- Willingness to continuously learn, grow, and improve one's skills and knowledge base. Eager to learn from others and to contribute your own ideas.
- Self-motivated and able to work independently when called for.
- Strong research and writing skills for writing session outlines and plans.
- A high level of professionalism, and confidence in being able to approach and call mid to senior-level contacts.
- Confidence in communicating and moderating discussions.
- Able to navigate evolving landscapes and adapt strategies in a dynamic and changing environment. Flexibility to adjust plans and approaches to suit varying situations or unexpected challenges.
- Forward-thinking mindset to anticipate future trends and emerging issues in these thematic areas.
- Sensitivity to diverse cultural perspectives and an understanding of global socio-political dynamics. Ability to empathise with different viewpoints and perspectives. A knack for fostering collaborations and partnerships among stakeholders from diverse backgrounds, nurturing a cooperative and inclusive environment.

- Comfortable with digital platforms and tools for communication, collaboration, and data analysis. Willingness to be rigorous on documenting the connections you are making through Ditchley's Salesforce platform.
- Proven ability to leverage connections and networks to achieve collective goals and promote shared initiatives.
- Two years of professional experience or a relevant degree.

Desirable Attributes

- Work experience/education/a strong interest in topics relevant to the Education and Democracy theme.
- Experience, or at least strong interest, in increasing access to opportunity for underrepresented talent.

By applying for this vacancy, you are giving permission for The Ditchley Foundation to contact you and retain your details. For more information, please contact Katie Williams, Head of Programme Delivery, (info [at] ditchley.com) for a copy of The Foundation's Candidate Privacy Notice.

The Ditchley Foundation, Ditchley Park, Enstone, Chipping Norton, Oxfordshire OX7 4ER